

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 214
DECEMBER 4, 2013 – WORK SESSIONS**

Public Works Summary Minutes

Work Session was held between the County Commissioners and Public Works on Wednesday, December 4, 2013 at 9:00 a.m., in the Island County Administration Building, Room 116, Coupeville, WA. Present were:

[illegible]

Staff Present: Bill Oakes, Director, Joantha Guthrie, Steve Marx, Joe Araucto, Doug Cox

Others Present: Elaine Marlow, Budget Director

Record @ 00:15

Add-on

Subject/Description: Marshall Utility District

Attachment: none

Information: Bill reported that the small pump failed and needs to be replaced. Estimated cost is \$8,000.00 leaving approximately \$2000.00 in the fund. He will need to talk about a maintenance assessment for the utility in the future.

Add-on

Subject/Description: Driftwood Way Report by GeoEngineers

Attachment: none

Information: Report is available and will be posted on the web. Community will be notified.

Solid Waste

Subject/Description: Solid Waste 2013 Bad Debt Write Off

Attachment: yes

Action Requested: Approval of Solid Waste Department Uncollectable Debt Write Off;
Amount: \$1,237.75.

Follow Up: Okay with full Board to move forward to a Monday agenda.

Roads

Subject/Description: Supplemental Agreement No. 1 – Watershed Science, Inc.

Attachment: Draft Copy of Supplemental Agreement No. 1

Action Requested: Approval of Supplemental Agreement No. 1 Watershed Science, Inc. Countywide Aerial Mapping Project; Extension of Completion Date to December 31, 2014.

Follow Up: Okay with full Board to move forward to a Monday agenda.

Subject/Description: 2014 Multi Year On-Call Consultant Contracts

Attachment: Memorandum dated 11/22/13 from Joe Araucto, to BOCC

Action Requested: Approval of 2014 Multi Year On-Call Consultant Contracts.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 215
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Follow Up: Okay with full Board to move forward to a Monday agenda.

Subject/Description: Sole Source Resolution

Attachment: Resolution

Action Requested: Approval of Sole Source resolution for purchase of Hilfiker Retaining Walls Construction materials for the Fidalgo Drive Slope Stabilization Project.

Follow Up: Okay with full Board to move forward to a Monday agenda.

Subject/Description: Surface Transportation Project – Regional (STP-R) Grant Applications

Attachment: Memorandum & Aerial View Project Information Maps (2)

Action Requested: Surface Transportation Project Regional (STP-R) Grant Applications; New County Road – Right-of-Way & Crescent Harbor Road/Regatta Drive Intersection Improvements

Follow Up: Okay with full Board to move forward with grant applications.

Subject/Description: Transportation Alternatives Program (TAP) Grant Applications

Attachment: Memorandum & Figure 1 & 2/Bike Route Maps

Action Requested: Transportation Alternatives Program (TAP) Grant applications; South Whidbey Bike Route & Camano Bike Route.

Follow Up: Okay with Board to move forward with grant applications.

**Human Services
Summary Minutes**

Work Session was held between the County Commissioners and Human Services on Wednesday, December 4, 2013, at 10:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Jill Johnson, Chair** **Staff: Pam Dill**
 Kelly Emerson, Member – via teleconference
 Helen Price Johnson, Member

Staff Present: **Jackie Henderson, Director, Lynda Richards**

Others Present: **Elaine Marlow, Budget Director**

Record @ 55:40

Add-on

Subject/Description: Appointment of Designated Mental Health Professional

Attachment: yes

Information: Appointment of Cheryl May as Designated Mental Health Professional.

Subject/Description: RFP process for 2014 Housing Assistance funding (cont. 11/13/13)

Attachment: 2014 Housing Assistance Proposals – Recommendations for Funding

Discussion: Continued review of the 2014 Housing Assistance recommendations for funding.

Follow up: Okay with full Board move forward with recommendations.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 217
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Commissioner Price Johnson moved to approve Job Requisition #104/13. The motion was seconded by Commissioner Emerson and carried unanimously.

Subject/Description: Memorandums of Agreement/Resolution

Attachment:

Action Requested: Approval of the following:

- Memorandum of Understanding with WSCCCE Local 1845
- Memorandum of Understanding with the Island County Deputies Guild – Corrections
- Resolution Settling a Grievance with AFSCME Local 1845

Follow up: Okay with full Board to move to Monday's consent agenda.

Subject/Description: Resolution establishing a one-time payment of \$75.00 to NR participants in WCIF Medical

Attachment: resolution

Action Requested: Approval of resolution establishing a one-time payment of \$75.00 to Non-Represented participants in WCIF Medical.

Follow up: Okay with full Board to move to Monday's consent agenda.

Planning & Community Development Summary Minutes

Work Session was held between the County Commissioners and the Planning Department on Wednesday, December 4, 2013 at 10:55 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

[illegible]

Staff Present: David Wechner, Director, Paula Bradshaw, Brad Johnson, Will Simpson

Others Present: Elaine Marlow, Budget Director

Record @ 01:43:47

Subject/Description: Smart Growth America

Attachment: Application for Smart Growth America's free technical assistance workshops/draft letter of support

Action Requested: Approval of letter in support of the Clinton Community Council's efforts to obtain a Smart Growth America Technical workshop grant. The county would need to be the applicant. The only requirement is to report on the progress of implementing any local solutions that result from the assistance.

Follow up: *Commissioner Price Johnson moved to authorize the Chair to sign the application support letter. The motion was seconded by Commissioner Johnson. Commissioner Emerson amended the motion to provide for three independent signature*

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 219
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Information: Keith noted that at the December 16, 2013 BOH meeting the Chair for 2014 will be appointed and the January 20, 2014 and February 17, 2014 regular meetings will be rescheduled to Special Session dates due to conflicts with federal holidays.

Subject/Description: Changes to Washington State Department of Ecology Site Hazard Assessment Grants for 2013-2015

Attachment: DOE email and Memo

Information: Significant changes to the Site Hazard Assessment Grants include:

- No carry-over of funds from one biennium to the next.
- Limitations on the use of grant funds for methamphetamine laboratory response.

Subject/Description: Department of Health Process Improvement Mini-Grant for Public Health Contract Review and Approval Process

Attachment: Award letter and Statement of Work

Information: Island County Public Health was awarded \$10,000.00 to be used towards improving their contract review and approval process.

Community & Family Health

Subject/Description: Behavioral Health Specialist Agreement

Attachment: Contract No. HD-16-2013

Action Requested: Approval of Agreement between Island County Public Health and Mariam Ross, Behavioral Health Specialist; Amount: not to exceed \$13,000.00/year.

Follow up: Okay with full Board to move forward with agreement following legal and risk review.

Add-on

Subject/Description: Toddler Learning Center Agreement

Attachment: agreement

Action Requested: Approval of Local Early Intervention Agreement between Island County Public Health and Toddler Learning Center; Agreement continues early identification services by community health nurses and subsequent referral to Family Resource Coordinators. Contract No. HD-15-2013; Contract Amount: \$0.00

Follow up: Okay with full Board to move forward to BOH for signature.

Environmental Health

Subject/Description: Water Availability Verification (WAV) Appeal

Attachment: letter of appeal

Information: Keith briefed the Board on appeal procedures for denial of a Water Availability Verification Application.

Follow up: Procedural conservation will take place at the December 16, 2013 BOH meeting.

Subject/Description: Approval of equipment purchase exceeding \$10,000

Attachment: yes

Action Requested: Approval of purchase of YSI EXO Sonde Meter for water quality sampling, monitoring and identification for Maxwellton Bacteria Source Identification Project funded through DOE Grant No. G1200280; Amount: \$12,853.00.

Follow up: Okay with full Board to move forward to the December 16, 2013 regular agenda.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 221
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Helen Price Johnson, Member

Staff Present: Elaine Marlow, Budget Director

Record @ 04:03:50

Subject/Description: Contract for Animal Control Services with Camano Island Kennels LLC

Attachments: Memorandum dated 12/4/13 from Elaine Marlow to BOCC/ draft contract

Action Requested: Approval of contract for Camano Island Animal Control Services; Amount: \$43,500.00.

Follow-up: Okay with full Board to move forward with contract.

Subject/Description: Contract for Public Defense Services

Attachments: Memorandum dated 12/4/13 from Elaine Marlow to BOCC/draft contract

Action Requested: Approval of Contract with Island Defense, PLLC, for Provision of Legal Public Defense Services; Terms: 1/1/14-12/31/16; Contract Amount: \$560,544.00.

Follow-up: Okay with full Board to move forward with contract.

Subject/Description: 2013 Budget Amendment

Attachments: draft resolution

Action Requested: Elaine Marlow provided the Board with the draft resolution amending the 2013 Island County Budget for their review.

Follow-up: Continue review to the December 18, 2013 work session.

Commissioner Price Johnson moved to schedule a Public Hearing on Resolution C-117-13 in the matter of Amending the 2013 Island County Budget for December 23, 2013 at 6:15 p.m. The motion was seconded by Commissioner Emerson and carried unanimously.

Commissioners Agenda
Summary Minutes

The County Commissioners met during Work Session on Wednesday, December 4, 2013 at 10:45a.m. and 2:30 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA.

Present were:

County Commissioners:	Jill Johnson, Chair	Staff: Pam Dill
	Kelly Emerson, Member - via teleconference	
	Helen Price Johnson, Member	

Others Present: Elaine Marlow, Budget Director, Keith Higman

Record @ 01:41:56

Subject/Description: Consider appointment to the Lodging Tax Advisory Committee

Attachments: yes

Action Requested: The Board considered appointment to the Lodging Tax Advisory Committee.

Follow up: Okay with full Board to forward recommendation to Monday's agenda.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 222
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Subject/Description: Consider appointment/reappointment to the Historic Preservation Commission

Attachments: yes

Action Requested: The Board considered appointment/reappointment to the Historic Preservation Commission.

Follow up: Okay with full Board to forward recommendation to Monday's agenda.

Subject/Description: Ordinance amending ICC 3.02C.040 Rural County Sales or Use Tax to allow Financing Economic Development Office Personnel

Attachments: draft ordinance

Action Requested: Ordinance will amend the language in ICC 3.02C.040 so that it is aligned with state law.

Follow up: Okay with full Board to move forward with ordinance.

Record @ 02:25:13

Subject/Description: Resolution supporting the Washington State Association of Counties (WSAC) Fiscal Sustainability Initiative

Attachments: draft resolution

Action Requested: Approval of resolution supporting the Washington State Association of Counties (WSAC) Fiscal Sustainability Initiative.

Follow up: Okay with full Board to move forward to a Monday agenda.

Subject/Description: Board committee assignments for 2014

Attachments: committee list

Action Requested: The Board considered committee assignments for 2014.

Follow up: Okay with full Board to bring forward to a Monday agenda.

Record @ 04:23:35

Subject/Description: Consider appointment/reappointment to the Marine Resources Committee

Attachments: yes

Action Requested: The Board considered appointment/reappointment to the Marine Resources Committee.

Keith Higman reviewed the enabling resolution for the MRC and suggested amending it to add more flexibility as well as establishing some straight forward expectations for the MRC. Keith will bring his suggestions forward for the Board's review at a future work session.

Follow up: Okay with full Board to forward recommendation to Monday's agenda.

Subject/Description: Consider dissolution of the Island County Water Conservancy Board

Attachments: Ltr dated 11/13/13 from WRAC

Action Requested: Keith Higman noted that the Water Resources Advisory Committee reviewed the Island County Water Conservancy Board history, membership, roles and responsibilities. Since the Water Conservancy Board was established in 2001 they have not been called on to review any water rights change applications. It is the Water Resources Advisory Committee's recommendation to dissolve the Island County Water Conservancy Board.

Follow up: Keith Higman will prepare a resolution to dissolve the Water Conservancy Board for Board review.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 223
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Subject/Description: Commissioners Travel Allowance

Attachments: Resolution C-149-12

Action Requested: Approval of Resolution providing Lump Sum Travel Allowance in Lieu of Actual Expenses to County Commissioners

Follow up: The Board agreed to continue with the reduced travel stipend of \$300.00 per month.

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Jill Johnson, Chair

Kelly Emerson, Member

Helen Price Johnson, Member

ATTEST:

Debbie Thompson, Clerk of the Board